**GENERAL INFORMATION:** The California Department of Tax and Fee Administration (CDTFA) is offering its Business Taxes Law Guide (BTLG) for sale to the public. This is the same law guide used by CDTFA staff. See reverse side for an explanation of these items.

**PAYMENT INSTRUCTIONS:** Payment must accompany all orders.

**Credit card payment**—Only Discover/Novus, MasterCard, and VISA cards are accepted. To place your order call 1-800-400-7115 (TTY:711). Please have your credit card number available. Customer service representatives are available Monday through Friday from 8:00 a.m. to 5:00 p.m. (Pacific time), except state holidays.

Check payment—Mail your check and order form to:

California Department of Tax and Fee Administration Cashier Unit, General Checking, MIC:13 PO Box 942879 Sacramento, CA 94279-0013

#### **ORDER FORM**

DESCRIPTION	NEW PURCHASE PRICE (includes one-year subscription service)*	QTY	CURRENT SUBSCRIPTION SERVICE ONLY	QTY	TOTAL
Business Taxes Law Guide Volume I (Laws and Rules)	\$ 190.00		\$ 63.00		\$
Business Taxes Law Guide Volume II (Annotations)	\$ 434.00		\$ 124.00		\$
Business Taxes Law Guide Volume III (Special Taxes)	\$ 138.00		\$ 50.00		\$
Business Taxes Law Guide Volume IV (Special Taxes)	\$ 198.00		\$ 65.00		\$
Business Taxes Law Guide Volume I & II	\$ 596.00		\$ 165.00		\$
Business Taxes Law Guide Volume I & III	\$ 299.00		\$ 91.00		\$
Business Taxes Law Guide Volume I & IV	\$ 360.00		\$ 106.00		\$
Business Taxes Law Guide Volume I, II, & III	\$ 705.00		\$ 193.00		\$
Business Taxes Law Guide Volume II & III	\$ 544.00		\$ 152.00		\$
Business Taxes Law Guide Volume II & IV	\$ 604.00		\$ 167.00		\$
Business Taxes Law Guide Volume III & IV	\$ 308.00		\$ 93.00		\$
Business Taxes Law Guide Volume I, II, III, & IV	\$ 875.00		\$ 235.00		\$
Law Guides on DVD Includes complete set of the Business Taxes Law Guide (HTML format)	\$ 43.00		N/A		\$
Customer Service Fee					\$ 18.00
*Prices are subject to change. Some assembly is required for hard copy guides. Subtotal				\$	
(Do not include sales tax on orders sent outside of California.) Sales Tax				s Tax	\$
				Total	\$

# SHIPPING INFORMATION

NAME OF BUSINESS OR INDIVIDUAL		ANNUAL SUBSCRIBER ID NUMBER		
STREET ADDRESS (required for delivery)		ATTENTION		
CITY		TELEPHONE NUMBER		
		/		
		( )		
STATE	ZIP CODE	FAX NUMBER		
		( )		
		( )		

### **COMMENTS/SHIPPING INSTRUCTIONS:**

FOR CDTFA USE ONLY					
RECEIVED BY (CSR's initials)	DATE REQUEST RECEIVED				
SHIPPED BY	DATE MATERIAL SHIPPED				

### **GENERAL INFORMATION**

The CDTFA offers its Business Taxes Law Guide (BTLG) to the public in hard copy and DVD formats. All versions of the law guides may be purchased on a one-year subscription basis. Renewal notices will be sent to subscribers prior to their expiration date. Subscription prices are updated annually based on publication costs.

Please note: You may access these law guides free of charge on our website at www.cdtfa.ca.gov.

## **LAW GUIDES**

The BTLG consists of sales tax, use tax, and various special taxes laws, regulations, and annotations. The laws include section histories, notes, and significant court cases. The regulations interpret the law for the purpose of administration and enforcement. The annotations are staff interpretations for a particular subject or situation.

The law guides are available in the following formats:

- 1. The **hard copy** law guides consist of 3-ring binders (6" x 9") with loose-leaf pages. The purchase price covers the cost of binders, tabbed dividers, the basebook, and the first year's subscription to the updating service. There may be multiple updates each year. Annual renewals include updated pages only.
- 2. The **DVD** consists of the BTLG on one disc in HTML format. The HTML version allows you to search, copy, paste, and print. The DVD will include all current updates as of the time of its production.
- 3. The BTLG is available free of charge on the CDTFA website at <a href="https://www.cdtfa.ca.gov">www.cdtfa.ca.gov</a>. See the Forms & Publications tab at the top of the home page.